

OPEN MINUTES
Missouri State Committee of Interpreters
October 15, 1999 – 5:00 p.m.
October 16, 1999 9:00 a.m.
Airport Marriott – Cleveland Room
I-70 and Lambert Field – St. Louis Missouri

The Missouri State Committee of Interpreters was called to order by Lori Knabe, Chairperson at 6:00 p.m. on October 15, 1999 in the Cleveland Room of the Airport Marriott located at I-70 and Lambert Field, St. Louis, Missouri. Sandy Drummond, Secretary facilitated roll call.

Committee Members Present

Lori Knabe, Chairperson
Sandy Drummond, Secretary
Betty Kramer, Public Member
Kim McEnulty (arrived at approximately 6:10 p.m.)
Loretto Durham

Staff Present

Loree Kessler, Executive Director
Mark Schoon, Assistant Attorney General

Visitors

Becky Morris, Missouri Commission for the Deaf

To better track the order in which items were taken up on the agenda, each item in the minutes will be listed in the order in which it was discussed in the meeting

A motion was made by Ms. Durham and seconded by Ms. Drummond to approve the open session agenda adding election of officers, Relay Missouri training, and Temporary Permits. Motion carried unanimously.

A motion was made by Ms. Kramer and seconded by Ms. Durham to approve the August 27-28, 1999 open session minutes with amendments Motion carried unanimously.

Relay Missouri

The division has requested training regarding usage of Relay Missouri for staff that answer the telephone for the state committee office. Sandy Drummond volunteered to work with the executive director on providing this training.

Interpreter Referral Agency Workshop

The state committee discussed the results of the September 28, 1999 workshop.

Ms. Drummond informed the state committee she would facilitate a question and answer session at Missouri School for the Deaf at 9:30 a.m. on October 26, 1999. The executive director will also attend this session also.

Ms. Drummond informed the state committee that she had sent a short announcement regarding the vacancy for the Deaf Public Member to Judy Benfield of L.E.A.D. to be placed on a list serve for MODEAF. The public member vacancy was also announced at the last meeting of the Columbia Chapter of the Missouri Association for the Deaf, Ms. Drummond informed the state committee. All state committee members were invited to attend.

Interpreters Convention Presentation

The state committee revised a slide presentation used during the interpreter referral agency workshop. The executive director was asked to send a letter to Dr. Roy Miller, Executive Director of the Missouri Commission for the Deaf to request an overview or format for Deaf Empowerment. The state committee recommended that one member be part of a question and answer panel with remaining committee members seated nearby to assist with responses.

The state committee determined that if time allowed during Deaf Empowerment, the focus of the state committee's presentation would be complaint processing.

Missouri Commission for the Deaf-September Meeting Update

Ms. Drummond provided an update regarding the commission meeting and stated that commission and BCI would be meeting during the interpreter's convention in November. The executive director was instructed to request a meeting with BCI and the commission in a joint session to discuss temporary permits and restricted permits.

The state committee also discussed meeting with the BCI regarding the interpreter educators' handbook that had been mailed previously. Dr. Miller had requested input from the state committee concerning an addendum to the handbook. Further discussion is needed with the BCI before drafting a change to the handbook.

The state committee instructed the executive director to send a letter to BCI requesting information regarding any upcoming mailings regarding continuing education requirements for interpreters. Additionally, the executive director was asked to include a section on the state committee's experience in dealing with applicants for licensure that have a certification that is going to expire or has expired.

The state committee approved Ms. Drummond's article for the commission Grapevine and requested the executive director forward the article to the commission office.

Temporary Permits

The state committee discussed the impact of temporary permits and restricted permits that are issued by the commission and BCI. Further dialog is required with those agencies.

Election of Officers

The state committee recognized Ms. Knabe for her work as state committee chairperson. Ms. Knabe announced that the October meeting would be her last and she would be leaving the state committee after the November interpreter's convention.

A motion was made by Ms. Knabe and seconded by Ms. Kramer to nominate Kim McEnulty for chairperson. Motion carried unanimously.

A motion was made by Ms. Drummond and seconded by Ms. Knabe to nominate Loretto Durham for chairperson. Motion carried unanimously.

Hearing no more nominations for chairperson, Ms. Knabe declared that the nominations for chairperson were closed. State committee members voted by ballot and Ms. McEnulty was elected chairperson.

A motion was made by Ms. Drummond and seconded by Ms. McEnulty to nominate Betty Kramer for secretary. Motion carried unanimously.

A motion was made by Ms. Durham and seconded by Ms. Kramer to nominate Sandy Drummond for secretary. Motion carried unanimously, however Ms. Drummond declined the nomination.

A motion was made by Ms. Drummond and seconded by Ms. McEnulty to elect Ms. Kramer by acclamation. Motion carried unanimously.

Ms. McEnulty and Ms. Kramer will assume their respective elected positions at the next state committee meeting.

At 6:40 p.m. a motion was made by Ms. Drummond and seconded by Ms. Kramer to convene in closed session pursuant to section 610.021 subsection (14) and 620.010.14 subsection (7) RSMo for the purpose of discussing investigate reports and/or complaints and/or audits an/or other information; pertaining to the licensee or applicant, section 610.021 subsection (14) and section 620.010.14 Subsection (7) RSMo for the purpose of discussing applicants for licensure, section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and it s attorney and for the purpose of previewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 which authorized this agency to go into closed session during those meetings. Motion carried unanimously.

At 9:14 p.m. a motion was made by Ms. McEnulty and seconded by Ms. Kramer to convene in open session. State committee members voting aye; Ms. Drummond, Ms. Kramer, Ms. McEnulty and Ms. Durham. Motion carried unanimously.

AT 9:15 p.m., a motion was made by Ms. Drummond and seconded by Ms. Durham to adjourn the October 15, 1999 meeting. Motion carried unanimously.

October 16, 1999

The Missouri State Committee of Interpreters was called to order by Lori Knabe, Chairperson at 9:06 a.m., on October 16, 1999 in the Cleveland Room of the Airport Marriott located at I-70 and Lambert Field, St. Louis, Missouri. Sandy Drummond, Secretary facilitated roll call.

Committee Members Present

Lori Knabe, Chairperson
Sandy Drummond, Secretary
Betty Kramer, Public Member
Kim McEnulty
Loretto Durham

Staff Present

Loree Kessler, Executive Director
Mark Schoon, Assistant Attorney General

Interpreters

Wayne Elrod
Karen Snead
(Interpreters departed at 11:45 a.m. since there were no deaf or hard of hearing visitors present)

Visitors

Becky Morris, Missouri Commission for the Deaf
(Ms. Morris served as an interpreter for the luncheon meeting)
Dave Eaker

Complaint Form, Consent Form, Videotaping Complaints

The state committee reviewed the complaint and consent forms and made revisions. The executive director was instructed to forward a copy of the revised forms and instructions to the state committee and Mr. Eaker.

Meeting Schedule

The state committee scheduled a conference call for December 7th at 5:30 p.m.

At 11:45 a.m. the state committee took a recess for lunch and reconvened at 1:09 p.m.

Discussion continued regarding the complaint and consent forms. The state committee determined that with the additions to the forms, additional written procedures for videotaping a complaint were not necessary at this time.

The state committee noted that once the form was utilized it might need further modifications over time.

At 1:30 p.m. a motion was made by Ms. Drummond and seconded by Ms. Kramer to convene in closed session pursuant to section 610.021 subsection (14) and 620.010.14 subsection (7) RSMo for the purpose of discussing investigate reports and/or complaints and/or audits an/or other information; pertaining to the licensee or applicant, section 610.021 subsection (14), section 620.010.14 Subsection (7) RSMo for the purpose of discussing applicants for licensure section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and it s attorney and for the purpose of previewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 which authorized this agency to go into closed session during those meetings. Motion carried unanimously.

At 3:18 p.m., a motion was made by Ms. Durham and seconded by Ms. Kramer to convene in open session and adjourn the meeting. State committee members voting aye: Ms. Drummond, Ms. Durham, Ms. Kramer and Ms. McEnulty. Motion carried unanimously.

Executive Director

Approved by State Committee on November 18, 1999